

SNA-SPARSH कार्यपद्धती अंतर्गत केंद्र पुरस्कृत योजनांतर्गत राज्य संलग्न योजना (SLSs) आणि अंमलबजावणी संस्था (IAs) यांची सार्वजनिक वित्तीय व्यवस्थापन प्रणाली (PFMS) मध्ये नोंदणी करण्यासाठी अनुसराव्याची सुधारित प्रमाणभूत कार्यान्वयन कार्यपद्धती (Standard Operating Procedure) सर्व संबंधितांच्या निदर्शनास आणून देणेबाबत..

महाराष्ट्र शासन

वित्त विभाग, दालन क्रमांक ३३९,

शासन परिपत्रक क्रमांक: संकीर्ण-२०२३/प्र.क्र.४७ (भाग-१)/कोषा. प्रशा.-४

मादाम कामा मार्ग, हुतात्मा राजगुरु चौक,

मंत्रालय, मुंबई-४०००३२.

दिनांक - २५ जून, २०२५.

वाचा :- १.भारत सरकार, वित्त मंत्रालय, व्यय विभाग, यांचे कार्यालयीन ज्ञापन क्रमांक File No.१(२७)/PFMS)/२०२०, Dated – 13.07.2023.

२. भारत सरकार, वित्त मंत्रालय, व्यय विभाग, (PFMS Division) यांचेकडील कार्यालयीन ज्ञापन क्रमांक File No. १(२७) PFMS/२०२०, Dated – 21.05.2024.

३. भारत सरकार, वित्त मंत्रालय, व्यय विभाग, (PFMS Division) यांचेकडील कार्यालयीन ज्ञापन क्रमांक File No.I-(27) PFMS/2020 Dated – 04.10.2024.

४.भारत सरकार, वित्त मंत्रालय, व्यय विभाग, महा लेखा नियंत्रक (GIFMIS-PFMS) यांचेकडील कार्यालयीन ज्ञापन क्रमांक File No. I-126/3/2022-ITD-CGA/400, Dated – 25.03.2025.

५. भारत सरकार, वित्त मंत्रालय, व्यय विभाग यांचे कार्यालयीन ज्ञापन क्रमांक File No. 1(27)/(PFMS)/2020, Dated – 10.06.2025

शासन परिपत्रक

१. केंद्र पुरस्कृत योजनांचा निधी वितरीत करण्यासाठी SNA SPARSH [समयोचित प्रणाली एकीकृत शीघ्र हस्तांतरण (Real Time System of Integrated Quick Transfers)] ही निधी प्रवाह कार्यपद्धती (Fund Flow Mechanism) अंगिकारण्याचा निर्णय उपरोक्त 'वाचा' मधील अनुक्रमांक

१ येथे नमूद भारत सरकारच्या दिनांक १३.०७.२०२३ रोजीच्या कार्यालयीन जापनान्वये घेण्यात आला आहे.

२. त्यास अनुसरून उपरोक्त 'वाचा' मधील अनुक्रमांक २ येथे नमूद दिनांक २१.०५.२०२४ रोजीच्या कार्यालयीन जापनान्वये प्रथम विविध २७ केंद्र पुरस्कृत योजनांचा अंतर्भाव 'SNA-SPARSH' कार्यपद्धती अंतर्गत करण्याचा निर्णय केंद्र शासनाद्वारे घेण्यात आला होता. तदनंतर उपरोक्त 'वाचा' अनुक्रमांक ३ येथे नमूद दिनांक ०४.१०.२०२४ रोजीच्या कार्यालयीन जापनान्वये 'SNA-SPARSH' कार्यपद्धती अंतर्गत अंमलबजावणी करावयाच्या केंद्र पुरस्कृत योजनांची सूची सुधारित करण्यात येवून एकूण २८ केंद्र पुरस्कृत योजनांची अंमलबजावणी 'SNA-SPARSH' कार्यपद्धती अंतर्गत करण्याचा निर्णय केंद्र शासनाद्वारे घेण्यात आला होता.
३. तदनंतर 'वाचा' मधील अनुक्रमांक ५ येथे नमूद दिनांक १०.०६.२०२५ रोजीच्या कार्यालयीन जापनान्वये 'SNA-SPARSH' कार्यपद्धती अंतर्गत आणखी ३७ केंद्र पुरस्कृत योजनांचा नव्याने अंतर्भाव करण्याचा निर्णय केंद्र शासनाद्वारे घेण्यात आला आहे. दिनांक ०१ जुलै, २०२५ पासून सदर ३७ केंद्र पुरस्कृत योजनांची अंमलबजावणी 'SNA-SPARSH' कार्यपद्धती अंतर्गत करण्याचे भारत सरकारचे निर्देश आहेत. त्याचप्रमाणे दिनांक ०१.११.२०२५ पासून पुढील काळात सर्व राज्यांमध्ये सर्व केंद्र पुरस्कृत योजनांची अंमलबजावणी 'SNA-SPARSH' कार्यपद्धती अंतर्गतच करण्याचा निर्णय देखील भारत सरकारने घेतलेला आहे.
४. दरम्यानच्या काळात भारत सरकारने उपरोक्त 'वाचा' मधील अनुक्रमांक ४ येथे नमूद दिनांक दि.२५.०३.२०२५ रोजीच्या कार्यालयीन जापनान्वये SNA SPARSH कार्यपद्धती अंतर्गत केंद्र पुरस्कृत योजनांतर्गत राज्य संलग्न योजना (SLSSs) आणि अंमलबजावणी संस्था (IAs) यांची सार्वजनिक वित्तीय व्यवस्थापन प्रणाली (PFMS) मध्ये नोंदणी करण्यासाठी अनुसरावयाची सुधारित प्रमाणभूत कार्यान्वयन कार्यपद्धती (Standard Operating Procedure) विहीत केली आहे.
५. भारत सरकारचे दि.२५.०३.२०२५ रोजीचे उपरोल्लेखित कार्यालयीन जापन त्यासोबत सहपत्रित असलेल्या सुधारित प्रमाणभूत कार्यान्वयन कार्यपद्धती (Standard Operating Procedure) माहिती आणि आवश्यक त्या अनुषंगिक कार्यवाहीसाठी या परिपत्रकाद्वारे सर्व संबंधितांस उपलब्ध करून देण्यात येत आहे.
६. केंद्र पुरस्कृत योजनांची अंमलबजावणी करीत असलेल्या सर्व संबंधित प्रशासकीय विभागांनी आणि त्यांच्या अधिनस्त असलेल्या सर्व एकल मध्यवर्ती अभिकरणांनी (SNAs) भारत सरकारच्या दिनांक २५.०३.२०२५ रोजीच्या उपरोल्लेखित कार्यालयीन जापनातील सूचनांची आणि सदर जापनासोबत

सहपत्रित असलेल्या सुधारित प्रमाणभूत कार्यान्वयन कार्यपद्धतीची गांभिर्याने नोंद घ्यावी आणि त्याप्रमाणे अनुषंगिक अनुपालनात्मक कार्यवाही केली जाईल, हे सुनिश्चित करावे.

त्याचप्रमाणे यासंदर्भात यापुढील काळात भारत सरकारकडून आणखी सुधारित मार्गदर्शक सूचना जशा-जशा निर्गमित करण्यात येतील त्याप्रमाणे अनुषंगिक अनुपालनात्मक कार्यवाही करण्याची तजवीज सर्व संबंधितांनी ठेवावी.

सदर शासन परिपत्रक महाराष्ट्र शासनाच्या www.maharashtra.gov.in या संकेतस्थळावर उपलब्ध करण्यात आले असून त्याचा संगणक सांकेतांक क्र. २०२५०६२५१७३०३१६००५ असा आहे. हे शासन परिपत्रक डिजीटल स्वाक्षरीने निर्गमित करण्यात येत आहे.

महाराष्ट्राचे राज्यपाल यांच्या आदेशानुसार व नांवाने,

(डॉ.राजेंद्र सुमन उत्तमराव गाडेकर)
शासनाचे उप सचिव

सहपत्र- भारत सरकारचे दि.२५.०३.२०२५ चे कार्यालयीन ज्ञापन
त्यासोबतच्या प्रमाणभूत कार्यान्वयन कार्यपद्धती मार्गदर्शिकेसह (एकूण ३८ पृष्ठे)

प्रत,

१. मा.राज्यपाल यांचे सचिव.
२. मा.मुख्यमंत्री यांचे सचिव / प्रधान सचिव / अपर मुख्य सचिव.
३. मा.उप मुख्यमंत्री (नगर विकास व गृह निर्माण) यांचे सचिव / प्रधान सचिव.
४. मा.उप मुख्यमंत्री (वित्त व नियोजन आणि उत्पादन शुल्क) यांचे सचिव / प्रधान सचिव.
५. सर्व मा.मंत्री व मा.राज्यमंत्री यांचे खाजगी सचिव.
६. मा.विरोधी पक्षनेता, विधान परिषद, महाराष्ट्र विधानमंडळ सचिवालय, मुंबई.
७. सर्व सन्माननीय विधानसभा / विधान परिषद व संसद सदस्य.
८. सर्व अपर मुख्य सचिव / प्रधान सचिव / सचिव, मंत्रालयीन प्रशासकीय विभाग.
९. सर्व मंत्रालयीन प्रशासकीय विभागांच्या अधिनस्त असलेल्या सर्व विभाग प्रमुख, प्रादेशिक कार्यालय प्रमुख, आणि कार्यालय प्रमुख.
१०. प्रबंधक, मूळ न्यायालय शाखा, उच्च न्यायालय, मुंबई.
११. प्रधान महालेखापाल (लेखा परीक्षा)- १, महाराष्ट्र, मुंबई.
१२. प्रधान महालेखापाल (लेखा व अनुज्ञेयता)-१, महाराष्ट्र, मुंबई
१३. महालेखापाल (लेखापरीक्षा)-२, महाराष्ट्र, नागपूर

१४. महालेखापाल (लेखा व अनुज्ञेयता)-२, महाराष्ट्र, नागपूर.
१५. आयुक्त, आयकर (TDS) चर्नीरोड, मुंबई ४००००२.
१६. आयुक्त, आयकर (TDS) सिव्हील लाईन*, नागपूर ४४४००१.
१७. प्रबंधक, उच्च न्यायालय (अपील शाखा) मुंबई.
१८. सचिव, महाराष्ट्र लोकसेवा आयोग, मुंबई.
१९. सचिव, महाराष्ट्र विधीमंडळ सचिवालय, मुंबई.
२०. प्रबंधक, लोक आयुक्त व उपलोक आयुक्त यांचे कार्यालय, मुंबई.
२१. प्रबंधक, महाराष्ट्र प्रशासकीय न्यायाधिकरण, मुंबई.
२२. मुख्य माहिती आयुक्त, महाराष्ट्र राज्य, मुंबई.
२३. विशेष आयुक्त, महाराष्ट्र सदन, कोपर्निकस रोड, नवी दिल्ली.
२४. सर्व विभागीय आयुक्त.
२५. सर्व जिल्हाधिकारी.
२६. सर्व जिल्हा परिषदांचे मुख्य कार्यकारी अधिकारी.
२७. संचालक, लेखा व कोषागारे, महाराष्ट्र राज्य, मुंबई.
२८. संचालक, स्थानिक निधी लेखापरीक्षा, नवी मुंबई.
२९. सह संचालक, लेखा व कोषागारे, कोकण / पुणे / नाशिक / छत्रपती संभाजी नगर / अमरावती / नागपूर.
३०. सह संचालक, स्थानिक निधी लेखापरीक्षा, कोकण / पुणे / नाशिक / छत्रपती संभाजी नगर / अमरावती / नागपूर.
३१. अधिदान व लेखा अधिकारी, अधिदान व लेखा कार्यालय मुंबई.
३२. निवासी लेखापरीक्षा अधिकारी, मुंबई.
३३. वरिष्ठ जिल्हा कोषागार अधिकारी, ठाणे / पुणे / नाशिक / छत्रपती संभाजी नगर / अमरावती / नागपूर.
३४. सर्व जिल्हा कोषागार अधिकारी.
३५. सर्व उप कोषागार अधिकारी.
३६. वित्त विभागातील सर्व कार्यासने.
३७. निवड नस्ती कोषा. प्रशा.- ४ कार्यासन.

File No. I-126/3/2022-ITD-CGA/400
Ministry of Finance
Department of Expenditure
O/o Controller General of Accounts
Mahalekha Niyantak Bhawan
GIFMIS-PFMS

Dated: 25.03.2025

OFFICE MEMORANDUM

Subject: Standard Operating Procedure on Registration of Schemes and Implementing Agency on PFMS for Centrally Sponsored Schemes notified under SNA SPARSH

The undersigned is directed to refer to the subject above and state that the standard operating procedure for registration of state linked scheme and implementing agency under SNA SPARSH have been revised. A detailed section has been added on the process of registration and approval of new scheme to an existing/ new implementing agency on SNA SPARSH.

2. The annexed SOP may be kindly be circulated amongst concerned stakeholders for information.

3. For any clarification/query the following officers may be contacted:

- a) Sh. Shalinder Sachdeva, AAO (Email: shalinder.sachdeva@mea.gov.in)
- b) Ms. Meghna Sen, AAO (Email: meghna.sen@gov.in)

This is issued with the approval of the Competent Authority



(B Gopala Krishnakanth Raju)
Assistant Controller General of Accounts

Enclosure: As above

To

- 1. Principal Finance Secretary/ Finance Secretary of all the State Governments.
- 2. Financial Advisors of Ministries/Departments handling schemes notified under SNA SPARSH
- 3. All Pr. CCAs/CCAs/CAs with independent charge

Copy to:

- 1. PPS to Controller General of Accounts, O/o CGA
- 2. PPS to Additional Secretary (PFS), DoE, MoF
- 3. PPS to Additional Controller General of Accounts, PFMS
- 4. Joint CGA (Rollout), PFMS

**Standard Operating Procedure
for
Registration of Scheme and Implementing
Agency
under SNA SPARSH**

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A. Registration of a State Linked Scheme (SLS) to an Implementing Agency under SNA SPARSH

A new state-linked scheme can be registered with an existing or a new implementing agency under SNA SPARSH.

(1) Registration of New SLS Scheme to an implementing agency

A new State Linked Scheme will be registered to an implementing agency under SNA SPARSH on PFMS through the “Agency Admin” login. The steps to be followed are as follows:

1. The Agency Admin will log in to PFMS using the existing login credentials and follow the path: Home → My Schemes → Register New Scheme

My Schemes	▶	Manage
Agencies	▶	Register New Scheme
EAT MIS Process	▶	Central SNA ▶
My Funds	▶	Approve Acc. for Deactivation
Transfers	▶	View Scheme Component
Advances	▶	Manage CNA Legacy Data
Scheme Allocation	▶	Scheme Components
Expenditures	▶	Deactivate Scheme/Bank Acc.
Bank	▶	Agency Acc.Parent Mapping
Unspent Balance	▶	Approve Parent Acc. Mapping
Register/ Track Issue		

2. On clicking “Register New Scheme,” the following screen with heading “Register New Scheme/ Bank Account” will open.

Register New Scheme / Bank Account	
Scheme:	<input type="text"/> Select Scheme
Select Funding Agency:	<input type="radio"/> I will receive funds directly from central government: <input type="radio"/> I will receive funds directly from state government: <input type="radio"/> I will receive funds from this agency: <input type="text"/> <input type="button" value="Search"/>

- Click on the “Select Scheme” hyperlink, and a pop-up screen will appear. Enter the SLS code or name under the “Scheme Name” field and click on “Search” and select the desired scheme name

Register New Scheme / Bank Account

Scheme: [Select Scheme](#)

Select Funding Agency:

☐ I will receive funds directly from central government:

☐ I will receive funds directly from state government:

☐ I will receive funds from this agency:

[Search](#)

Get All Schemes - Work - Microsoft Edge

https://pfms.nic.in/Agency/GetAllScheme.aspx?query=&c=ctl00_ctl00_cp...

Scheme Name [Search](#)

Select

SMSP - 20067- Support to Seed Certification Agency [OR273]

- On selecting the scheme, the user will be directed back to the “Register New Scheme/Bank Account” page, where they must fill in details such as Funding Agency, Bank Name, Branch Address, Account Number and Agency Name. In “Select Funding Agency,” the user will select “I will receive funds directly from State government”.

Register New Scheme / Bank Account

Scheme: [Select Scheme](#)

Select Funding Agency:

☐ I will receive funds directly from central government:

☒ I will receive funds directly from state government:

☐ I will receive funds from this agency:

[Search](#)

Bank Name: [Select Bank](#)

(Enter minimum 4 characters to search Bank)

Branch Address: [Search](#) [Select Branch](#)

Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name:

Account No.:

Account Number

(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)

Agency Name As Per Bank:

Agency Account Scheme Component Mapping

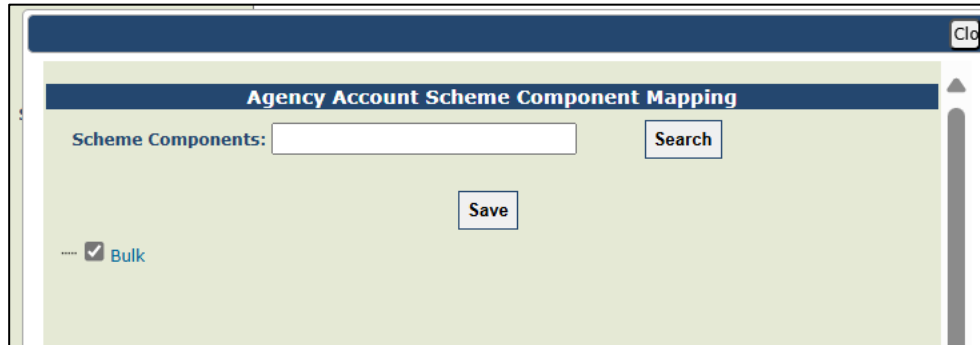
[Save](#) [Reset](#)

- The user will click on “Select Bank” hyperlink to get the Bank Name. A pop-up window will appear where the user will select Bank Name as “Not Available.”

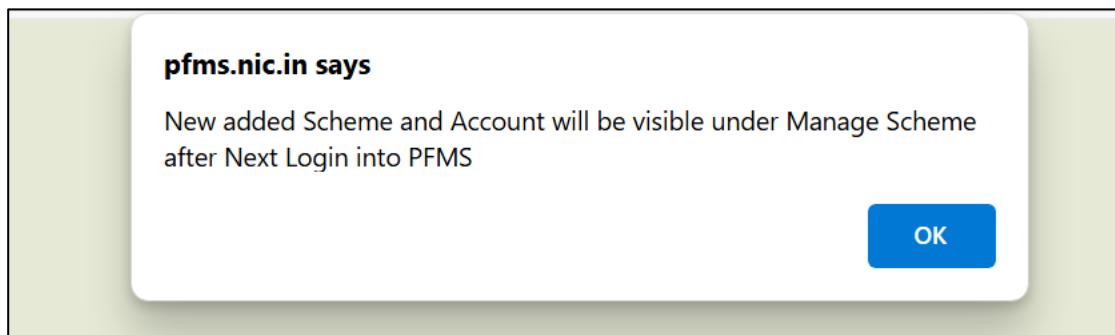
6. On clicking the “Select Branch” hyperlink, a pop-up window will appear where the user will select Bank Branch as “Not Available.”

7. The user will enter the dummy account number in the field for “Account No. “. The dummy account number will be a combination of the Agency Code and SLS Code. For example, if the agency code is ORKH00005622 and the SLS code is OR273, the Account No. will be ORKH00005622OR273. The user will enter the “Agency Name as per bank” details.

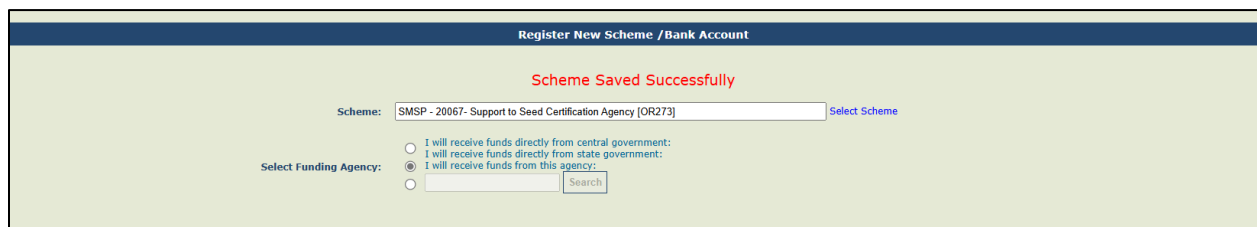
8. On clicking the “Agency Account Scheme Component Mapping” hyperlink, the below pop-up screen will appear. The user will tick the Bulk option and click “Save” button.



9. On clicking the “Save” button on the Register New Scheme/ Bank Account screen, the following pop-up will appear. Click “OK” to confirm submission.



10. The message “Scheme Saved Successfully” will appear indicating successful submission of registration of a new State Linked Scheme to the implementing agency.



(2) Approval of the newly mapped State-Linked Scheme mapped to an implementing agency

The approval of the mapping of the SLS to an implementing Agency will be done at two levels. First, by the State Scheme Manager (SSM) managing the concerned SLS and then by the Agency Approver Level 2. The standard operating procedure is as follows:

Level 1 Approver: State Scheme Manager (SSM)

1. The SSM will log in to the PFMS using the existing login credentials and follow the path: Home → Agency → Approve



2. On clicking the menu, the “Agency Registration Approval” screen will be displayed. The user will select Agency status as “Pending PD Approval” and enter the “Unique Code” of agency and click on the “Search” button.

3. The table with Agency details will appear. The user will click on the “Agency Name” hyperlink for which approval is required.

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
DIRECTORATE OF AGRICULTURE KH.OD	State Government Institutions	Bishnu Prasad Mishra biskun@gmail.com 9874-2295532	ORKH00005622	RJBPO0000129	19/05/2015	Approved

4. On clicking the “Agency Name” hyperlink, the screen “New Agency Registration – Approval” will appear. The user will enter remarks in “Remarks” field.

New Agency Registration - Approval

Agency Name: PEOPLE'S FORUM OSC ANGUL
 Agency Type: Registered Societies (NGOs)
 Act/Registration No.: PEOPLE'S FORUM OSC ANG
 Date of Registration: 01/12/2022
 Registering Authority: DSWO ANGUL ODISHA
 State of Registration: ODISHA
 TIN No:
 TAN No:
 PAN No:
 GST No:
 NGO Darpan Id:
 Block No./Building/Village/Name Of Premises: PEOPLE'S FORUM OSC ANGUL
 Road/Street/Post Office: HIG97 DHARMAVHAR
 Area/Locality: KHANDAGIRI
 City: BHUBANESWAR
 State: ODISHA
 District: ANUGUL
 Pin Code: 751030
 Contact Person: SANJAY JETHY
 Designation: ASST. VICE PRESIDENT
 Phone: 8144574
 Mobile No.: 7978144574
 Email: sanjay.jethy@peoplesforum.net.in
 Unique Agency Code: ORAN0007579
 Current Status: Approved
 Previous Remarks: OK
 Remarks:

Scheme Hierarchy Level(s)	Scheme(s)
STATE	NATIONAL ACTION PLAN FOR DRUG DEMAND REDUCTION (NDR)
N/A	Deendayal Disabled Rehabilitation Scheme
N/A	Andhra Pradesh Yojana (APY)
N/A	Rehabilitation of Physically and Mentally Challenged Socially Disadvantaged Persons (RPMCDSP)
N/A	One Stop Centre (OSC)

4. The user will select the check box against the scheme for which the agency is registered and click on “Accept” button.

Remarks: OK

Scheme Hierarchy Level(s)	Scheme(s)
INDIA LEVEL-FUND FROM STATE	Rashtriya Krishi Vikas Yojana
ADA, State, First Level	NFSM-Oilsseeds-Breeder seeds
Directorate of Agriculture	State Plan-Input Subsidy on Seeds
Directorate of Agriculture & Food Production	SAURAJALANDH
ICAR units	National Mission on Oil Seed and Oil Palm
SECOND LEVEL	RAINFED AREA DEVELOPMENT
STATE	Food and Nutrition Security (Kishikonnati Yojana) Odisha
STATE IMPLEMENTING AGENCY	NATIONAL E-GOVERNANCE PLAN IN AGRICULTURE UNDER NHAET
STATE IMPLEMENTING AGENCY	SOIL HEALTH CARD UNDER NATIONAL MISSION ON SUSTAINABLE AGRICULTURE
STATE IMPLEMENTING AGENCY	SUB-MISSION ON AGRICULTURAL MECHANISATION UNDER NHAET
STATE IMPLEMENTING AGENCY	SUB-MISSION ON PLANT PROTECTION & PLANT QUARANTINE (OPPP)
STATE IMPLEMENTING AGENCY	SUBMISSION ON SEED AND PLANTING MATERIAL UNDER NHAET
STATE IMPLEMENTING AGENCY LEVEL	Eddie Oil -Oilsseeds (Kishikonnati Yojana) Odisha
STATE IMPLEMENTING AGENCY LEVEL	PARAMBAGAT KISHI VIKAS YOJANA UNDER NMSA
State Level	Odisha - Input Subsidy
N/A	Food and Nutrition Security (Kishikonnati Yojana)
N/A	Rashtriya Krishi Vikas Yojana
N/A	SNMP-2006-6-Strengthening of Seed Farm & Seed Law Enforcement
N/A	SNMP - 2006-7- Support to Seed Certification Agency
N/A	SNMP-2006-4- Construction, Training & National Seed Reserve

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Bank Status	Account Type	Bank Account Type
SNMP-2006-4- Construction, Training & National Seed Reserve [OR274]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	Pending Agency Approval	PENDING	SSNA	
<input checked="" type="checkbox"/> SNMP - 2006-7- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273	DIRECTORATE OF AGRICULTURE KH OD	Pending PO Approval	PENDING	TSA-No	
Food and Nutrition Security (Kishikonnati Yojana) [9140]	AXIS BANK CRPF Square GROUND AND FIRST FLOOR N1 / 260, IRC VILLAGE	911020041713007	MISSION DIRECTOR, NFSM, ODISHA	Approved	✓	TSA-No	
National Mission on Oil Seed and Oil Palm [9143]	STATE BANK OF INDIA BAPUJINAGAR, BHUBANESWAR Bhubaneswar	10977507800	ASST PROJ OFF OIL SEEDS BBSR	Approved	✓	TSA-No	
Odisha - Input Subsidy [2054]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER(DO)/DIR. AGRI	Approved	✓	TSA-No	
Food and Nutrition Security (Kishikonnati Yojana) [9140]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER(DO)/DIR. AGRI	Approved	✓	TSA-No	
National Mission on Oil Seed and Oil Palm [9143]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER(DO)/DIR. AGRI	Approved	✓	TSA-No	
SNMP-2006-6-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotUse	PENDING	SSNA	
SNMP - 2006-7- Support to Seed Certification Agency [OR273]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotUse	PENDING	SSNA	
SNMP - 2006-7- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273	DIRECTORATE OF AGRICULTURE KH OD	NotUse	PENDING	TSA-No	
<input type="checkbox"/> SNMP-2006-6-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	ORKH00005622OR272	DIRECTORATE OF AGRICULTURE KH OD	Pending for Agency Approver Level 2 Approval	PENDING	TSA-No	

Accept Return Defer Decision Reject Search Similar Agencies Back

SOP for Registration of Scheme & Implementing Agency

- After clicking on the "Accept" button, the pop-up for confirmation of approval will appear. The user will click "OK" button to confirm approval of SLS registration to the implementing agency.

PARAMPARAGAT KRISHI VIKAS YOJANA UNDER NMSA [OR44]	JAYDEV VIHAR BHUBANESHWAR KHURDA BHUBANESHWAR	AXIS BANK CRPF Square GROUND AND FIRST FLOOR	pfms.nic.in says Are you sure, you want to approve?	AGRICULTURE AND FOOD (Y)	NotInUse	✓	TSA-No	
SUB-MISSION ON AGRICULTURAL MECHANISATION UNDER NMAET [OR46]	ICICI BANK LTD NAYAPALLI, BHUBANESHWAR A 103, Nayapalli, Bhub		OK Cancel		NotInUse	✓	TSA-No	
NATIONAL E-GOVERNANCE PLAN IN AGRICULTURE UNDER NMAET [OR49]	UCO BANK BHUBANESHWAR - GOVT. SEC ORISSA GOVT. SECRETARIATE	06640110074060		SNA-DA & FP(O), NEGP-A	NotInUse	✓	TSA-No	
SUB-MISSION ON PLANT PROTECTION & PLANT QUARANTINE (SMPP) [OR59]	ICICI BANK LTD NAYAPALLI, BHUBANESHWAR A 103, Nayapalli, Bhubaneshwar, Orissa, Pin - 751012.	028401003287		DA FP SUBMISSION ON PLANT PROTECTION PLANT QUARANTINE	NotInUse	✓	TSA-No	
SUBMISSION ON SEED AND PLANTING MATERIAL UNDER NMAET [OR50]	STATE BANK OF INDIA BHUBANESHWAR MAIN BRANCH P.B.NO.14, P.O. NEW CAPITAL, BHUBANESHWAR,	40242394524		SNA DA & FP 3348 SUB-MISSION ON SEED & PLANTING MATERIAL	NotInUse	✓	TSA-No	
SOIL HEALTH CARD UNDER NATIONAL MISSION ON SUSTAINABLE AGRICULTURE [OR47]	CANARA BANK BHUBANESHWAR MAIN NEAR BHUBANESHWAR HOTEL, CUTTACK ROAD, BHUBANESHWAR,	110003237805		SNA DA AND FP 78698 SOIL HEALTH CARD	NotInUse	✓	TSA-No	
Edible Oil -Oilseeds (Kishinnati Yojna) Odisha [OR43]	HDFC BANK LTD JAYDEV VIHAR JAYDEV VIHAR BHUBANESHWAR NEAR BIJU PATNAIK COLLEGE DIST KHURDA BHUBANESHWAR ODISHA 751013	50100386847650		SNA DA AND FP NFSM OILSEEDS AND OIL PALM	NotInUse	✓	TSA-No	
Rashtriya Krishi Vikas Yojana [OR7]	ICICI BANK LTD BAPUJI NAGAR ICICI Bank Ltd, Plot No -17 SCR, Bhubaneshwar, Orissa Janpath, Bapuji Nagar	259805500078		DIRECTORATE OF AGRICULTURE KH OD	NotInUse	✗	HOL	
NFSM-Oilseeds-Breeder seeds [OR250]	HDFC BANK LTD JAYDEV VIHAR JAYDEV VIHAR BHUBANESHWAR NEAR BIJU PATNAIK COLLEGE DIST KHURDA BHUBANESHWAR ODISHA 751013	50100721790997		SNA DAFP NFSM OILSEEDS BREEDER SEEDS	NotInUse	✓	TSA-No	SB
SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	NA		DIRECTORATE OF AGRICULTURE KH OD	NotInUse	PENDING	SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	NA		DIRECTORATE OF AGRICULTURE KH OD	NotInUse	PENDING	SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273		DIRECTORATE OF AGRICULTURE KH OD	NotInUse	PENDING	TSA-No	
SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	ORKH00005622OR272		DIRECTORATE OF AGRICULTURE KH OD	Pending for Agency Approver Level2 Approval	PENDING	TSA-No	

Accept Return Defer Decision Reject Search Similar Agencies Back

- The message "Bank Scheme approved successfully" will be displayed indicating successful approval of new State Linked Scheme to the implementing agency at level 1.

AdhocReports	Bank Scheme approved successfully
SchemeWiseContactDetails	Back
Home	
Scholarship Management	
User Manuals	

Level 2 Approver: Agency Approver Level 2

- The Agency Approver Level 2 will log-in to the PFMS using the existing login credentials and follow the path: Home → Agency → Approve

Home	
Agency	Approve
Reports	

- When the user clicks the "Approve" tab, the "Agency Registration Approval" screen displaying the agency details will be shown. The user should then click on the "Agency

SOP for Registration of Scheme & Implementing Agency

Name" hyperlink in the table for the agency that requires approval to proceed with the approval process. A “New Agency Registration – Approval” screen will be displayed.

Agency Registration Approval

Agency Status: Pending for Agency Approver Level 2 Approval
 Agency Type: --All--
 Agency Name:
 Unique Code:
 State: RAJASTHAN
 District: --All--
 Excel Agency File: --Select--

Search Export To Excel Cancel

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
Jal Jeevan	State Government PSUs	deputy registrar of society shree3110bhagya@gmail.com 123456	RJJP00011828	RJSSM03	21/06/2022	Pending for Agency Approver Level 2 Approval
NAGAR PALIKA RATANGARH	State Government Institutions	KUNDAL MAL SWAMI abcd@xy.com	RJCR00003756	dbjraj	10/04/2017	Approved
NAGAR PALIKA SANCHORE	State Government Institutions	INDER SINGH RATHORE abcd@xy.com	RJIL00003257	dbjraj	10/04/2017	Approved
NAGAR PALIKA NOHAR	State Government Institutions	NIRAJ KUMHAR abcd@xy.com	RJHA00003483	dbjraj	21/03/2017	Approved
Rajasthan State Higher Education Council	Registered Societies (Govt./Autonomous Bodies)	Dr Renu Bapna abcd@xy.com 9549012345	RSHHC2016		28/09/2016	Approved

1 2 3 4 5 6 7

- In the “New Agency Registration – Approval” screen, the user will enter the remarks in the “Remarks” field and select the checkbox against the scheme for which approval is required on “New Agency Registration-Approval” page. The user will then click on “Approve” button.

New Agency Registration - Approval

Agency Name: Jal Jeevan
 Agency Type: State Government PSUs
 Act/Registration No.: phny1234
 Registering Authority: Deputy Registrar of Societies
 TIN No.:
 TAN No.:
 PAN No.:
 GST No.:
 Block No./Building/Village/Home Of Promoters: Jalpur
 Road/Street/Post Office: Rajasthan
 Area/Locality: India
 City: Jalpur
 State: RAJASTHAN
 District: JOPLUR
 Pin Code: 302012
 Contact Person: deputy registrar of society
 Designation: deputy registrar of society
 Phone: 123456
 Mobile No.: 9300188112
 Email: shree3110bhagya@gmail.com
 Unique Agency Code: RJJP00011828
 Current Status: Pending for Agency Approver Level 2 Approval
 Previous Remarks:
 Remarks:

OK

Scheme Hierarchy Level(s)	Scheme(s)
N/A	Boarder Security RI

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Bank Status	Account Type	Bank Account Type	PAO Code	
<input checked="" type="checkbox"/>	Boarder Security RI (200002)	BANK OF BARODA	PHOTONIA	PHOTONIA ROAD PHOTONIA, JOPLUR	3045031234567	Jal Jeevan	Pending for Agency Approver Level 2 Approval		TAN No.

Approve Cancel Confirm Rejected Search Similar Agencies Back

- After clicking on the Approve button, the message “Agency approved successfully, and login details has been sent on registered e-mail Id” will be displayed indicating successful approval of new State Linked Scheme to the implementing agency at level 2.

Agency approved successfully and login details has been sent on registered e-mail Id

Back

(3) Registration of an existing SLS Scheme to an implementing agency

An existing State Linked Scheme will be registered to an implementing agency under SNA SPARSH on PFMS through the “Agency Admin” login. The steps to be followed are as follows:

1. The Agency Admin will log in to PFMS using the existing login credentials and follow the path: Home → My Schemes → Register New Scheme

My Schemes	▶	Manage
Agencies	▶	Register New Scheme
EAT MIS Process	▶	Central SNA ▶
My Funds	▶	Approve Acc. for Deactivation
Transfers	▶	View Scheme Component
Advances	▶	Manage CNA Legacy Data
Scheme Allocation	▶	Scheme Components
Expenditures	▶	Deactivate Scheme/Bank Acc.
Bank	▶	Agency Acc.Parent Mapping
Unspent Balance	▶	Approve Parent Acc. Mapping
Register/ Track Issue		

2. On clicking “Register New Scheme,” the following screen with heading “Register New Scheme/ Bank Account” will open.

Register New Scheme /Bank Account	
Scheme:	<input type="text"/> Select Scheme
<input type="radio"/> I will receive funds directly from central government: <input type="radio"/> I will receive funds directly from state government: Select Funding Agency: <input type="radio"/> I will receive funds from this agency:	
	<input type="radio"/> <input type="text"/> <input type="button" value="Search"/>

- Click on the "Select Scheme" hyperlink, and a pop-up screen will appear. Enter the SLS code or name under the "Scheme Name" field and click on "Search" and select the desired scheme name

- On selection of the scheme, the user has to select the third radio button "I will receive funds from this agency" and click on the search button to view the agency to be mapped

- On clicking the button, the following screen will be displayed

7. The user will click on the desired agency to which the SLS is to be mapped and click on the “Check SNA SPARSH Status Details” button

8. On clicking the “Check SNA SPARSH Status Details” button, the following screen will open

The screenshot shows a web form titled "Register New Scheme / Bank Account". The form is set against a light green background. At the top, there is a dark blue header bar with the title in white. The form fields are as follows: "Scheme:" with a text box containing "SPARSH [BR288]"; "Select Funding Agency:" with three radio button options: "I will receive funds directly from central government:", "I will receive funds directly from state government:", and "I will receive funds from this agency:". The third option is selected, and next to it is a text box containing "Test Agency 2023" and a "Search" button. "Account type:" is a dropdown menu showing "SNA SPARSH Account". "Bank Name:" is a text box containing "NA" with a tooltip that says "SNA SPARSH Account" and a note "(Enter minimum 4 characters to search Bank)". "Branch Address:" is a text box containing "NA" with a "Search" button and a note "Branch list will show only 50 branches in List, you can search your branch by address)". "Branch Name:" is a dropdown menu showing "Not Available". "Account No.:" is a text box containing "NA" with a note "(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)". "Agency Name As Per Bank:" is a text box containing "NA". At the bottom, there is a link "Agency Account Scheme Component Mapping" and two buttons: "Save" and "Reset".

9. Account type, bank name, account number and agency name as per bank will be pre-filled. The user will click on the “Agency Account Scheme Component Mapping” to view the scheme component mapping

Register New Scheme /Bank Account

Scheme: SPARSH [BR288]

Select Funding Agency:

- ☐ I will receive funds directly from central government:
- ☐ I will receive funds directly from state government:
- ☒ I will receive funds from this agency:

Test Agency 2023 Search

Account type: SNA SPARSH Account

Bank Name: NA
(Enter minimum 4 characters to search Bank)

Branch Address: NA Search
Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name: Not Available

Account No.: NA
(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)

Agency Name As Per Bank: NA

Agency Account Scheme Component Mapping

Save Reset

10. The user will click on the components and click on the save button

Agency Account Scheme Component Mapping

Scheme Components: Search

Save

- ☐ Bulk
 - ☐ A1 comp
 - ☐ A2 comp

11. On saving the components, the user will now click on the “save” button to register the SLS to an existing implementing agency

Register New Scheme /Bank Account

Scheme: SPARSH [BR288]

Select Funding Agency:

☐ I will receive funds directly from central government:
☐ I will receive funds directly from state government:
☒ I will receive funds from this agency:

Account type: SNA SPARSH Account

Bank Name: NA
(Enter minimum 4 characters to search Bank)

Branch Address: NA
Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name: Not Available

Account No.: NA
(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)

Agency Name As Per Bank: NA

Agency Account Scheme Component Mapping

(4) Approval of an existing SLS registered to new/existing implementing agency

The approval of the mapping of the SLS to an implementing Agency will be done at two levels. First, by the State Scheme Manager (SSM) managing the concerned SLS and then by the Agency Approver Level 2. The standard operating procedure is as follows:

Level 1 Approver: State Scheme Manager (SSM)

1. The SSM will log in to the PFMS using the existing login credentials and follow the path: Home → Agency → Approve

SNA SPARSH	▶	
Users	▶	
Agency	▶	Create New
Reports	▶	Approve
Masters	▶	Manage
My Schemes	▶	Approve Agency User Details
Agencies	▶	Edit Mobile/E-Mail
My Funds	▶	

SOP for Registration of Scheme & Implementing Agency

- On clicking the menu, the “Agency Registration Approval” screen will be displayed. The user will select Agency status as “Pending PD Approval” and enter the “Unique Code” of agency and click on the “Search” button.

Agency Registration Approval

Agency Status: Pending PD Approval Agency Type: --All--

Agency Name: Unique Code: ORKH00005622

State: ODISHA District: --All--

Excel Agency File: --Select--

Search Export To Excel Cancel

- The table with Agency details will appear. The user will click on the “Agency Name” hyperlink for which approval is required.

Agency Registration Approval

Agency Status: Pending PD Approval Agency Type: --All--

Agency Name: Unique Code: ORKH00005622

State: ODISHA District: --All--

Excel Agency File: --Select--

Search Export To Excel Cancel

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
DIRECTORATE OF AGRICULTURE KH. OD.	State Government Institutions	Bidnu Prasad Mishra bidnum@gmail.com 0674-2395532	ORKH00005622	KJBP00000129	19/05/2015	Approved

- On clicking the “Agency Name” hyperlink, the screen “New Agency Registration – Approval” will appear. The user will enter remarks in “Remarks” field.

New Agency Registration - Approval

Agency Name: PEOPLE'S FORUM OSC ANGUL

Agency Type: Registered Societies (NGOs)

Act/Registration No.: PEOPLE'S FORUM OSC ANG

Date of Registration: 01/12/2022

Registering Authority: DSWO ANGUL ODISHA

State of Registration: ODISHA

TIN No:

TAN No:

PAN No:

GST No:

NGO Darpan Id:

Block No./Building/Village/Name Of Premises: PEOPLE'S FORUM OSC ANGUL

Road/Street/Post Office: H2097 DHARMAVIHAR

Area/Locality: KHANDAGIRI

City: BHUBANESWAR

State: ODISHA

District: ANUGUL

Pin Code: 751030

Contact Person: SANJAY JETHY

Designation: ASST. VICE PRESIDENT

Phone: 8144574

Mobile No.: 7978144574

Email: sanjay.jethy@peoplesforum.net.in

Unique Agency Code: ORAN00007579

Current Status: Approved

Previous Remarks: OK

Remarks:

Scheme Hierarchy Level(s)

STATE	Scheme(s)
N/A	NATIONAL ACTION PLAN FOR DRUG DEMAND REDUCTION (SJ2)
N/A	Deendayal Disabled Rehabilitation Scheme
N/A	Atal Vansh Abhyudaya Yojana (AVAY)
N/A	Rehabilitation of Physically and Mentally Challenged Socially Disadvantaged Persons
N/A	One Stop Centre (OSCC)

- The user will select the check box against the scheme for which the agency is registered and click on “Accept” button.

SOP for Registration of Scheme & Implementing Agency

Remarks:

Scheme Hierarchy Level(s)	Scheme(s)
IND LEVEL-FUND FROM STATE ADA, State, First Level Directorate of Agriculture Directorate of Agriculture & Food Production (car units)	Rashtriya Krishi Vikas Yojana NFSM-Oilseeds-Breeder seeds State Plan-Input Subsidy on Seeds SAURAJALANDH National Mission on Oil Seed and Oil Palm RAINFED AREA DEVELOPMENT
STATE STATE IMPLEMENTING AGENCY STATE IMPLEMENTING AGENCY STATE IMPLEMENTING AGENCY STATE IMPLEMENTING AGENCY STATE IMPLEMENTING AGENCY LEVEL STATE IMPLEMENTING AGENCY LEVEL State Level N/A N/A N/A N/A	Food and Nutrition Security (Kishikonnati Yojana) Odisha NATIONAL E-GOVERNANCE PLAN IN AGRICULTURE UNDER NMAET SOIL HEALTH CARD UNDER NATIONAL MISSION ON SUSTAINABLE AGRICULTURE SUB-MISSION ON AGRICULTURAL MECHANISATION UNDER NMAET SUB-MISSION ON PLANT PROTECTION & PLANT QUARANTINE (SHPP) SUBMISSION ON SEED AND PLANTING MATERIAL UNDER NMAET Edible Oil -Oilseeds (Kishikonnati Yojana) Odisha PARAMPARAGAT KRISHI VIKAS YOJANA UNDER NMSA Odisha- Input Subsidy Food and Nutrition Security (Kishikonnati Yojana) Rashtriya Krishi Vikas Yojana SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement SMSP - 20067- Support to Seed Certification Agency SMSP-20054- Construction, Training & National Seed Reserve

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Bank Status	Account Type	Bank Account Type
SMSP-20054- Construction, Training & National Seed Reserve [OR274]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	Pending Agency Approval		SSNA	
<input checked="" type="checkbox"/> SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273	DIRECTORATE OF AGRICULTURE KH OD	Pending PD Approval		TSA-No	
Food and Nutrition Security (Kishikonnati Yojana) [9140]	AXIS BANK CRPF Square GROUND AND FIRST FLOOR N1 / 260, IRC VILLAGE	91120041713007	MISSION DIRECTOR, NFSM, ODISHA	Approved		TSA-No	
National Mission on Oil Seed and Oil Palm [9143]	STATE BANK OF INDIA BAPUJINAGAR, BHUBANESWAR Bhubaneswar	10977507800	ASST PROJ OFF OIL SEEDS BBSR	Approved		TSA-No	
Odisha- Input Subsidy [2054]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER (VDOO)/DIR. AGRI	Approved		TSA-No	
Food and Nutrition Security (Kishikonnati Yojana) [9140]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER (VDOO)/DIR. AGRI	Approved		TSA-No	
National Mission on Oil Seed and Oil Palm [9143]	STATE BANK OF INDIA HEADS OF DEPARTMENT BR, BHUBANESWAR HEADS OF DEPARTMENT BR, UNIT - V, BHUBANESWAR	35737533421	ESTABLISHMENT OFFICER (VDOO)/DIR. AGRI	Approved		TSA-No	
SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		TSA-No	
<input type="checkbox"/> SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	ORKH00005622OR272	DIRECTORATE OF AGRICULTURE KH OD	Pending for AgencyApprovalLevel2 Approval		TSA-No	

Accept Return Defer Decision Reject Search Similar Agencies Back

5. After clicking on the “Accept” button, the pop-up for confirmation of approval will appear. The user will click “OK” button to confirm approval of SLS registration to the implementing agency.

pfms.nic.in says
Are you sure, You want to approve?

OK Cancel

PARAMPARAGAT KRISHI VIKAS YOJANA UNDER NMSA [OR44]	AXIS BANK CRPF Square GROUND AND FIRST FLOOR N1 / 260, IRC VILLAGE	06640110074060	SNA-DA & FP(O), NEGP-A	NotInUse		TSA-No	
SUB-MISSION ON AGRICULTURAL MECHANISATION UNDER NMAET [OR46]	ICICI BANK LTD NAYAPALLI, BHUBANESWAR A 103, Nayapalli, Bhubaneswar	028401003287	DA FP SUBMISSION ON PLANT PROTECTION PLANT QUARANTINE	NotInUse		TSA-No	
NATIONAL E-GOVERNANCE PLAN IN AGRICULTURE UNDER NMAET [OR49]	UCO BANK BHUBANESWAR - GOVT.SEC ORISSA GOVT. SECRETARIATE	04242394524	SNA DA & FP 3348 SUB-MISSION ON SEED & PLANTING MATERIAL	NotInUse		TSA-No	
SUB-MISSION ON PLANT PROTECTION & PLANT QUARANTINE (SHPP) [OR59]	ICICI BANK LTD NAYAPALLI, BHUBANESWAR A 103, Nayapalli, Bhubaneswar, Orissa, Pin - 751012.	110003237805	SNA DA AND FP 78698 SOIL HEALTH CARD	NotInUse		TSA-No	
SUBMISSION ON SEED AND PLANTING MATERIAL UNDER NMAET [OR50]	STATE BANK OF INDIA BHUBANESWAR MAIN BRANCH P.B.NO.14, P.O. NEW CAPITAL, BHUBANESWAR,	50100386847650	SNA DA AND FP NFSM OILSEEDS AND OIL PALM	NotInUse		TSA-No	
SOIL HEALTH CARD UNDER NATIONAL MISSION ON SUSTAINABLE AGRICULTURE [OR47]	CANARA BANK BHUBANESHWAR MAIN NEAR BHUBANESHWAR HOTEL, CUTTACK ROAD, BHUBANESHWAR,	259805500078	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		HOL	
Edible Oil -Oilseeds (Kishikonnati Yojana) Odisha [OR43]	HDFC BANK LTD JAYDEV VIHAR JAYDEV VIHAR BHUBANESWAR NEAR BIDU PATNAIK COLLEGE DIST KHURDA BHUBANESWAR ODISHA 751013	50100721790997	SNA DAFP NFSM OILSEEDS BREEDER SEEDS	NotInUse		TSA-No	SB
Rashtriya Krishi Vikas Yojana [OR7]	ICICI BANK LTD BAPUJI NAGAR ICICI Bank Ltd, Plot No -17 SCR, Bhubaneswar, Orissa Janpath, Bapuji Nagar	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
NFSM-Oilseeds-Breeder seeds [OR250]	HDFC BANK LTD JAYDEV VIHAR JAYDEV VIHAR BHUBANESWAR NEAR BIDU PATNAIK COLLEGE DIST KHURDA BHUBANESWAR ODISHA 751013	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	NA	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		SSNA	
SMSP - 20067- Support to Seed Certification Agency [OR273]	Not Available Not Available	ORKH00005622OR273	DIRECTORATE OF AGRICULTURE KH OD	NotInUse		TSA-No	
<input type="checkbox"/> SMSP-20066-Strengthening of Seed Farm & Seed Law Enforcement [OR272]	Not Available Not Available	ORKH00005622OR272	DIRECTORATE OF AGRICULTURE KH OD	Pending for AgencyApprovalLevel2 Approval		TSA-No	

Accept Return Defer Decision Reject Search Similar Agencies Back

6. The message “Bank Scheme approved successfully” will be displayed indicating successful approval of new State Linked Scheme to the implementing agency at level 1.

The screenshot shows a sidebar menu on the left with options: AdhocReports, SchemeWiseContactDetails, Home, Scholarship Management, and User Manuals. The main content area displays a red message "Bank Scheme approved successfully" and a "Back" button.

Level 2 Approver: Agency Approver Level 2

1. The Agency Approver Level 2 will log-in to the PFMS using the existing login credentials and follow the path: Home → Agency → Approve

The screenshot shows a navigation menu. On the left, there are three main categories: Home, Agency, and Reports. On the right, under the 'Agency' category, there is a sub-menu with the option 'Approve'.

2. When the user clicks the "Approve" tab, the "Agency Registration Approval" screen displaying the agency details will be shown. The user should then click on the "Agency Name" hyperlink in the table for the agency that requires approval to proceed with the approval process. A “New Agency Registration – Approval” screen will be displayed.

The screenshot shows the "Agency Registration Approval" screen. It includes search filters for Agency Status (Pending for AgencyApproverLevel2 Approval), Agency Name, State (RAJASTHAN), Agency Type, Unique Code, District, and Excel Agency File. Below the filters are buttons for Search, Export To Excel, and Cancel. A table lists agencies with columns for Agency Name, Agency Type, Contact Detail, Unique Code, Created By, Created Date, and Agency Status.

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
Jal. Jeevan	State Government PSUs	deputy registrar of society shree3110bhagya@gmail.com 123456	RJ3P00011828	RJSSM93	21/06/2022	Pending for AgencyApproverLevel2 Approval
NAGAR PALIKA RATANGARH	State Government Institutions	KUNDAL: MAL SWAMI abcd@xy.com	RJCR00003756	dbjra	10/04/2017	Approved
NAGAR PALIKA SANCHORE	State Government Institutions	INDER SINGH RATHORE abcd@xy.com	RJBL00003257	dbjra	10/04/2017	Approved
NAGAR PALIKA NOLHIS	State Government Institutions	NIPAJ KUMARJ abcd@xy.com	RJHA00003463	dbjra	21/03/2017	Approved
Rajasthan State Higher Education Council	Registered Societies (Govt./Autonomous Bodies)	Dr Renu Bapna abcd@xy.com 9549012345	RSHEC2016		28/09/2016	Approved

3. In the “New Agency Registration – Approval” screen, the user will enter the remarks in the “Remarks” field and select the checkbox against the scheme for which approval is required on “New Agency Registration-Approval” page. The user will then click on “Approve” button.

SOP for Registration of Scheme & Implementing Agency

New Agency Registration - Approval

Agency Name: jai jeevan
 Agency Type: State Government PSAs
 A/c/Registration No.: phnu1234
 Registering Authority: Deputy Registrar of Societies
 TIN No:
 TAN No:
 PAN No:
 GST No:
 Block No./Building/Village/Name of Premises: jaijv
 Road/Street/Post Office: jaijvan
 Area/Locality: jaijv
 City: jaijv
 State: RAJASTHAN
 District: JODHPUR
 Pin Code: 342012
 Contact Person: deputy registrar of societies
 Designation: deputy registrar of societies
 Phone: 123456
 Mobile No.: 9305518112
 Email: shree111@shree@gmail.com
 Unique Agency Code: 812900113028
 Current Status: Pending for AgencyApprovalLevel2 Approval
 Previous Remarks:
 Remarks: OK

Scheme Hierarchy Level(s)
 N/A

Scheme(s)
 Border Security RI

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Bank Status	Account Type	Bank Account Type	PAN Code
<input checked="" type="checkbox"/> Border Security RI (XHS2)	BANK OF BARODA JODHPUR KINOTIPURA ROAD JODHPUR	65458321234321	jai jeevan	Pending for AgencyApprovalLevel2 Approval		TIN No		

Approve Cancel Delete Decision Reject Search Similar Agencies Back

- After clicking on the Approve button, the message “Agency approved successfully, and login details has been sent on registered e-mail Id” will be displayed indicating successful approval of new State Linked Scheme to the implementing agency at level 2.

Agency approved successfully and login details has been sent on registered e-mail Id

[Back](#)

B. Deactivation of Scheme/Bank Account under SNA SPARSH

This facility will be used if the either the parent agency or the child agency has mapped the incorrect SLS

Submission of Deactivation of Agency/Bank Account under SNA SPARSH by Agency Admin

1. The Agency Admin will log-in on to PFMS using the existing login credentials and follow the path: Home → My Schemes → Deactivate Scheme/Bank Acc.

Masters	▷	
My Schemes	▷	Manage
Agencies	▷	Register New Scheme
EAT MIS Process	▷	Central SNA ▷
My Funds	▷	Approve Acc. for Deactivation
Transfers	▷	View Scheme Component
Advances	▷	Manage CNA Legacy Data
Scheme Allocation	▷	Scheme Components
Expenditures	▷	<u>Deactivate Scheme/Bank Acc.</u>
Bank	▷	Agency Acc.Parent Mapping
Unspent Balance	▷	Approve Parent Acc. Mapping
Register/ Track Issue		

2. On Clicking “Deactivate Scheme/ Bank Acc.,” the following screen will open.

Deactivate Scheme/Bank Account	
Scheme: <input type="text"/>	Select Scheme
Account Number : <input type="text"/>	
Status : <input type="text" value="All"/>	Agency Unique Code : <input type="text"/>
Agency Name : <input type="text"/>	
<p>Note : Scheme ID is Mandatory.</p> <p><input type="button" value="Search"/></p>	

- To select the scheme, the user will click on "Select Scheme." A pop-up window will open. The user will fill the SLS code and click on "search" button to search the scheme name. The user will select the scheme to be deactivated.

The screenshot shows a web browser window with the URL https://pfms.nic.in/Agency/GetAllScheme.aspx?query=&c=ct100_ct100_cphBody.... The page displays a search results table with the following data:

Scheme Name
SMSP - 20067- Support to Seed Certification Agency [OR273]

Below the table, there is a "Select Scheme" button. To the right, the "Deactivate Scheme/Bank Account" form is visible, which includes fields for "Account Number", "Agency Unique Code", and a "Search" button. The user is logged in as RATIB KUMAR SAMAL, User Type: AGENCYADM, Agency: DIRECTORATE OF AGRICULTURE KH OD, Agency Unique Code: ORKH00005622, Financial Year: 2024-2025.

- The user can fill the other search fields and click on "Search" button. All the scheme/bank accounts matching the search input fields will be opened in a table.

The screenshot shows the "Deactivate Scheme/Bank Account" form with the following search criteria filled in:

- Scheme: SMSP - 20067- Support to Seed Certification Agency [OR273] (with a "Select Scheme" link)
- Status: All (dropdown menu)
- Agency Name: (empty text field)
- Account Number: (empty text field)
- Agency Unique Code: (empty text field)

A note at the bottom states: "Note : Scheme ID is Madatory." (Note: The word "Madatory" is misspelled in the original image). A "Search" button is located at the bottom right of the form.

SOP for Registration of Scheme & Implementing Agency

- The user will click on the checkbox for the account to be deactivated. The user will fill the “Requester Remarks” and click on the “Submit” button.

Deactivate Scheme/Bank Account

Scheme: **SMSP - 20067- Support to Seed Ce** [Select Scheme.](#)

Status : **All** ▼

Agency Name :

Account Number :

Agency Unique Code :

Note : Scheme ID is Madatory.

[Search](#)

Select	Scheme Name	Agency Name In Bank	Account Number	Unique Agency Code	Bank Detail	Balance	Reject Agency	Status	Requester Remarks	Approver Remarks
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	DIRECTORATE OF AGRICULTURE KH OD	ORKH00005622OR273	ORKH00005622	Not Available-Not Available	0.00	N		Agency Account is not available	
	OR273-SMSP - 20067- Support to Seed Certification Agency	NA	NA	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK

[Submit](#)
[Cancel](#)

- A message “Request has been submitted successfully” will appear indicating successful submission of deactivation of Agency/Bank Acc. from SNA SPARSH.

Deactivate Scheme/Bank Account

Request has been submitted successfully.

Scheme: **SMSP - 20067- Support to Seed Ce** [Select Scheme.](#)

Status : **All** ▼

Agency Name :

Account Number :

Agency Unique Code :

Note : Scheme ID is Madatory.

[Search](#)

Select	Scheme Name	Agency Name In Bank	Account Number	Unique Agency Code	Bank Detail	Balance	Reject Agency	Status	Requester Remarks	Approver Remarks
	OR273-SMSP - 20067- Support to Seed Certification Agency	DIRECTORATE OF AGRICULTURE KH OD	ORKH00005622OR273	ORKH00005622	Not Available-Not Available	0.00		Pending at Approver .	Agency Account is not available	
	OR273-SMSP - 20067- Support to Seed Certification Agency	NA	NA	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK

[Submit](#)
[Cancel](#)

Approval of Deactivation of Agency/Bank Account under SNA SPARSH by State Scheme Manager (SSM)

1. The SSM will log-in to PFMS using the existing login credentials and follow the path: Home → My Schemes → Approve Acc. For Deactivation.

My Schemes	▷	Manage
Agencies	▷	Register New Scheme
EAT MIS Process	▷	Central SNA ▷
My Funds	▷	<u>Approve Acc. for Deactivation</u>
Transfers	▷	View Scheme Component
Advances	▷	Manage CNA Legacy Data
Scheme Allocation	▷	Scheme Components
Expenditures	▷	Deactivate Scheme/Bank Acc.
Bank	▷	Agency Acc.Parent Mapping
Unspent Balance	▷	Approve Parent Acc. Mapping
Register/ Track Issue		

2. On Clicking “Approve Acc. For Deactivation,” the following screen will open.

Approve/Reject for Deactivation Scheme/Bank Account			
Scheme:	<input type="text"/>	Select Scheme.	Account Number :
Status :	All		Agency Unique Code :
Agency Name :	<input type="text"/>		
Note : Scheme ID is Mandatory.			
<input type="button" value="Search"/>			

3. The user will click on “Select Scheme” hyperlink to select the scheme. A pop-up window will open. In the pop-up window, the user will enter the SLS code and click on “search” button to search the scheme name. The user to click on the scheme to be deactivated.

Get All Schemes - Work - Microsoft Edge	
https://pfms.nic.in/Agency/GetAllScheme.aspx?query=&c=ctl00_ctl00_cp...	
Scheme Name	OR273 <input type="button" value="Search"/>
Select	
SMSP - 20067- Support to Seed Certification Agency [OR273]	

4. The user can fill the other search fields and click on “Search” button. All scheme/bank account matching the search input fields will be opened in a table.

Approve/Reject for Deactivation Scheme/Bank Account

Scheme: SMSP - 20067- Support to Seed Ce [Select Scheme](#)

Status : All ▼

Agency Name :

Account Number :

Agency Unique Code :

Note : Scheme ID is Madatory.

Search

5. The user will click on the checkbox for the Schemes/Bank account to be approved for deactivation. The user will fill the “Approver Remarks” and click on the “Accept” button.

Approve/Reject for Deactivation Scheme/Bank Account

Scheme: SMSP - 20067- Support to Seed Ce [Select Scheme](#)

Status : All ▼

Agency Name :

Account Number :

Agency Unique Code :

Note : Scheme ID is Madatory.

Search

Select	Scheme Name	Agency Name In Bank	Account Number	Unique Agency Code	Bank Detail	Balance	Reject Agency	Status	Requester Remarks	Approver Remarks
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	DIRECTORATE OF AGRICULTURE KH OD	ORKH00005622OR273	ORKH00005622	Not Available-Not Available	0.00		Pending at Approver .	Agency Account is not available	Ok
	OR273-SMSP - 20067- Support to Seed Certification Agency	NA	NA	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK

Accept
Reject

SOP for Registration of Scheme & Implementing Agency

- A pop up will open for confirmation of the deactivation of the checked Schemes/Bank Account. The user will click on “OK” button for confirmation of the deactivation.

The screenshot shows the PFMS interface with a confirmation pop-up. The pop-up text reads: "pfms.nic.in says Are you sure to accept all checked approved record make not in used ?". The background interface shows the "Account" section with a table of accounts. The table has columns: Select, Scheme Name, Agency Name In Bank, Account Number, Unique Agency Code, Bank Detail, Balance, Reject Agency, Status, Requester Remarks, and Approver Remarks. Two rows are visible, both with a checked box in the 'Select' column. The first row has a status of "Pending at Approver" and the second row has a status of "Deactivated Account".

Select	Scheme Name	Agency Name In Bank	Account Number	Unique Agency Code	Bank Detail	Balance	Reject Agency	Status	Requester Remarks	Approver Remarks
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	DIRECTORATE OF AGRICULTURE KH OD	ORKH00005622OR273	ORKH00005622	Not Available-Not Available	0.00		Pending at Approver	Agency Account is not available	OK
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	NA	NA	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK

- A message “Not in used request approved successfully” will appear indicating successful approval of deactivation of Agency/Bank Acc. from SNA SPARSH.

The screenshot shows the PFMS interface with a confirmation message. The message reads: "Not in used request approved successfully.". The background interface shows the "Account" section with a table of accounts. The table has columns: Select, Scheme Name, Agency Name In Bank, Account Number, Unique Agency Code, Bank Detail, Balance, Reject Agency, Status, Requester Remarks, and Approver Remarks. Two rows are visible, both with a checked box in the 'Select' column. The first row has a status of "Deactivated Account" and the second row has a status of "Deactivated Account".

Select	Scheme Name	Agency Name In Bank	Account Number	Unique Agency Code	Bank Detail	Balance	Reject Agency	Status	Requester Remarks	Approver Remarks
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	DIRECTORATE OF AGRICULTURE KH OD	ORKH00005622OR273	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK
<input checked="" type="checkbox"/>	OR273-SMSP - 20067- Support to Seed Certification Agency	NA	NA	ORKH00005622	Not Available-Not Available	0.00		Deactivated Account	Agency Account is not available	OK

Process for registering of Implementing Agency under SNA SPARSH

A child Implementing Agency can either be registered under a Centrally Sponsored Scheme or a State Linked Scheme. The standard operating process for both is stated as follows:

A: Registration of Child Agency for State Linked Schemes under SNA SPARSH

The Child Agency will be registered on PFMS by the Parent Agency through the “Agency Admin” login for the State Linked Scheme notified under SNA SPARSH. The steps to be followed are as follows:

Creation of Child Implementing Agency

1. The Agency Admin will log-in on to PFMS using the existing login credentials and follow the path: Home → Agency → Agency Registration



2. On clicking “Agency Registration”, the following screen will open

3. The user will select the agency type as Central Government

SOP for Registration of Scheme & Implementing Agency

The screenshot shows the 'Agency Details' form. A dropdown menu for 'Type of Registration' is open, displaying options: Central Government, Central Government PSUs, State Government PSUs, Statutory Bodies, Local Bodies, Registered Societies (Govt. Autonomous Bodies), Registered Societies (NGOs), Private Sector Companies, and Trusts. The form fields include: Type of Registration (dropdown), PAN Number (text box with 'Not Required' checkbox), Agency Name (text box), Date of Registration (DD/MM/YYYY), Registering Authority (dropdown), State of Registration (dropdown), TIN Number (text box with 'Not Required' checkbox), TAN Number (text box with 'Not Required' checkbox), GST Number (text box with note 'GST Number maximum 15 characters.'), Block No/Building/Village/Name Of Premises (text box), Road/Street/Post Office (text box), Area/Locality (text box), City (text box), State (dropdown), District (dropdown), Pin Code (text box), Contact Person (text box), Designation (text box), Phone No. (text box with country code dropdown and 'Alternate Phone Number' checkbox), Mobile number (text box with country code dropdown), Email (text box), and Unique Agency Code (text box with note 'Unique Agency Code will be system generated.').

4. The user will fill in the details such as agency name, address, State, District, phone number, mobile number, email ID etc of the child agency to be registered and click on “Next”

The screenshot shows the 'Agency Details' form with the following fields filled out: Type of Registration: Central Government; PAN Number: (empty); Agency Name: Test Agency SNA SPARSH; TIN Number: (empty); TAN Number: (empty); GST Number: (empty); Block No/Building/Village/Name Of Premises: Test; Road/Street/Post Office: (empty); Area/Locality: (empty); City: Delhi; State: DELHI; District: SOUTH WEST; Pin Code: 110059; Contact Person: Agency User; Designation: (empty); Phone No.: + 91 26666666; Mobile number: + 91 999999999; Email: test@123; Unique Agency Code: (empty). The 'Not Required' checkboxes for PAN, TIN, and TAN are unchecked. The 'Next' and 'Refresh' buttons are at the bottom right.

5. If the PAN, TIN and TAN number are unavailable, Agency Admn to select the checkbox – “Not Required”

The screenshot shows the 'Agency Details' form with the following fields filled out: Type of Registration: Central Government; PAN Number: (empty) with 'Not Required' checkbox checked; Agency Name: Test Agency SNA SPARSH; TIN Number: (empty) with 'Not Required' checkbox checked; TAN Number: (empty) with 'Not Required' checkbox checked. The 'Next' and 'Refresh' buttons are at the bottom right.

6. On clicking “Next”, the option for selection of a state-linked scheme under which the child agency is being registered will appear. On selecting the SLS, the following menu will open where the user will click on “Check SNA SPARSH Details”.

SOP for Registration of Scheme & Implementing Agency

Scheme : * SNA SCHEME 2024[BR265]

Funding Agency: I will receive funds from this agency: NATS

Check SNA details Check SNA SPARSH details

7. On clicking the button, the following screen will open, and the account type will be pre-filled as SNA SPARSH Account. Bank Name, IFSC Code, and Account Number will be pre-filled as NA. The user will click on “Add Bank/Scheme” to add the account details.

Scheme Bank Details

Scheme : * SNA SCHEME 2024[BR265]

Funding Agency: I will receive funds from this agency: NATS

Account type: SNA SPARSH Account

Bank Name: NA
(Enter minimum 4 characters to search Bank)

Branch Address: NA Search

Branch list will show only 50 branches in List, you can search your branch by address)

Branch Name: Not Available

Account No: NA
(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)

Agency Name as per Branch: NA

Add Bank/ Scheme

☐ I Accept [Terms and conditions.](#)
For any problem in registratoin,please [Contact Us](#)

Submit Cancel

Scheme : * SNA SCHEME 2024[BR265]

Funding Agency: I will receive funds from this agency: NATS

Check SNA details Check SNA SPARSH details

8. On clicking “Add Bank/Scheme”, the following form will open, displaying the bank account details in tabular form. The user will select the checkbox – “I Accept Terms and Conditions” and click on submit

ADD BANK/ SCHEME

Action	Scheme Name	Bank Name	Account No	Agency Name as per Branch	Account Type
✗	SNA SCHEME 2024[BR265]	NA	NA	NA	SSNA

☐ I Accept [Terms and conditions.](#)
For any problem in registratoin,please [Contact Us](#)

Submit Cancel

9. On clicking the submit button, the following message will be displayed

Agency Details

Agency saved successfully with Unique code : DLSW00001548 and Agency Name: Test SNA SPARSH_3 For further information contact the fund sanctioning authority in the central ministry

Approval of the newly created Child Implementing Agency

1. The Agency Admin will log-in in to PFMS using the existing login credentials and follow the path: Home → Agencies → Approve



2. On clicking the menu, the following table will be displayed where the newly created child agency will be seen as a "hyperlink" with status as "Pending Agency Approval"

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
New Test0120	Central Government	test test@gmail.com 24578	DLIN00002815	NATS	13/01/2025	Pending Agency Approval
Test SNA SPARSH_3	Central Government	Test test@gmail.com 26666666	DLW00001548	NATS	14/01/2025	Pending Agency Approval

3. On clicking the hyperlink, the following screen will open where the Parent Agency will be able to view the details of the child agency which were captured. If found to be in order, the parent agency will click on Approve. If not in order, they will "Reject" the entry

New Agency Registration - Approval

Agency Name: [Test SNA SPARSH_3](#)

Agency Type: Central Government

Block No./Building/Village/Name Of Premises: Test

Road/Street/Post Office: Test

Area/Locality:

City: Delhi

State: DELHI

District: SOUTH WEST

Pin Code: 110059

Contact Person: Test

Phone: 26666666

Alternate Phone/Mobile No.: 9999999999

Email: [test@gmail.com](#)

Unique Agency Code: DLW00001548

Current Status: Pending Agency Approval

Previous Remarks:

Remarks:

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Account Type	Bank Account Type	Bank Status
<input type="checkbox"/> SNA SCHEME 2024-BR265	Not Available	NA	NA	Pending Agency Approval	SSNA		PENDING

Approve Reject Back

4. On clicking "Approve", the following message will be displayed

Agency approved successfully and login details have been sent on registered E-mail Id

[Back](#)

B: Registration of Child Agency for Centrally Sponsored Scheme under SNA SPARSH

The Child Agency will be registered on PFMS by the Parent Agency through the “Agency Admin” login for the Centrally Sponsored Scheme notified under SNA SPARSH. The steps to be followed are as follows:

Creation of Child Implementing Agency

1. The Agency Admin will log-in on to PFMS using the existing login credentials and follow the path: Home → Agency → Agency Registration



2. On clicking “Agency Registration”, the following screen will open

The screenshot shows the 'Agency Details' registration form. The form includes the following fields and options:

- Type of Registration:
- PAN Number: ☐ Not Required
- Agency Name:
- Act/Registration No:
- Date of Registration(DD/MM/YYYY):
- Registering Authority: (If Registering Authority is not available then choose option Others)
- State of Registration:
- TIN Number: ☐ Not Required
- TAN Number: ☐ Not Required
- PAN Verify Status: ☐ Yes ☐ NO
- GST Number: (GST Number maximum 15 characters.)
- Block No/Building/Village/Name Of Premises:
- Road/Street/Post Office:
- Area/Locality:
- City:
- State:
- District:
- Pin Code:
- Contact Person:
- Designation:
- Phone No: ☐ Alternate Phone Number
 (Phone Number Starting with Country Code). Phone number should be between 5 and 12 digits excluding Country Code
- Alternate Phone No:
 (Alternate Phone Number Starting with Country Code). Phone number should be between 5 and 12 digits excluding Country Code
- Mobile number:
 (Mobile No. starting with Country Code)
- Email:
- Unique Agency Code: (Unique Agency Code will be system generated.)

For any problem in registration, please [Contact Us](#)

3. The user will select the agency type as Central Government

The screenshot shows the 'Agency Details' form. The 'Type of Registration' dropdown menu is open, displaying options: Central Government, Central Government PSUs, State Government PSUs, Statutory Bodies, Local Bodies, Registered Societies (Soc. Autonomous Bodies), Registered Societies (NGOs), Private Sector Companies, and Trusts. 'Central Government' is selected. Other fields like PAN Number, Agency Name, and Date of Registration are visible but not yet filled.

4. The user will fill in the details such as agency name, address, State, District, phone number, mobile number, email ID etc of the child agency to be registered and click on “Next”

The screenshot shows the 'Agency Details' form with all fields filled out. The 'Type of Registration' is 'Central Government'. The 'Agency Name' is 'Test Agency SNA SPARSH'. The 'State' is 'DELHI' and the 'District' is 'SOUTH WEST'. The 'Pin Code' is '110059'. The 'Contact Person' is 'Agency User'. The 'Phone No.' is '+ 91 26666666' and the 'Mobile number' is '+ 91 9999999999'. The 'Email' is 'test@123'. The 'Unique Agency Code' is generated. The 'Next' button is visible at the bottom right.

5. If the PAN, TIN and TAN number are unavailable, Agency Admn to select the checkbox – “Not Required”

The screenshot shows the 'Agency Details' form with the 'Type of Registration' set to 'Central Government'. The 'PAN Number', 'TIN Number', and 'TAN Number' fields are empty, and the 'Not Required' checkboxes are checked. The 'Agency Name' is 'Test Agency SNA SPARSH'.

6. On clicking “Next”, the option for selection of a centrally sponsored scheme under which the child agency is being registered will appear. On selecting the CSS, the following menu will open:

7. The user will click on “Select Bank” hyperlink to choose the bank account – from the following pop-up

Bank Name	Search
Select	
24-PARGANAS DIST.COOP.LAND DEV.BANK LTD.	
510-ARMY BASE WORKSHOP CR.COOP.BK.MEERUT	
A'NAGAR Z.PR.SHIKSHAK SAH.BK.AHMEDNAGAR	
A.P.VARDHAMAN(MAHILA) CO-OP.URBAN BK	
A/C.GENERALS'OFF.CO-OP.BANK,BANGALORE	
AB BANK LIMITED	
ABHINANDAN URBAN CO-OP.BK.LTD.AMARAVATI	
ABHINAV SAHAKARI BANK LT DEOLALI PRAVARA	
ABHINAV SAHAKARI BANK LTD.	
ABHIVRIDDI MAHILA SAH BANK NIYAMITA	
ABHYUDAYA CO-OP BANK LTD	
ABHYUDAYA MAHILA U.CO.BK.LT.CHANNAPATNA	
ABIRAMAN CO-OP.URBAN BANK LTD.	
ABN AMRO BANK	
ABU DHABI COMMERCIAL BANK	
ACE CO-OPERATIVE BANK LTD. MUMBAI	
ADAJAN NAGARIK SAHAKARI BANK LTD.SURAT	
ADAMPUR PRI CO-OP AGR.RURAL DEV.BANK	
ADAR P.D.PATIL SAH BANK LTD. KARAD	
Adarsh Co-Operative Urban Bank Ltd	
ADARSH JANATA SAHAKARI BANK LTD.	
ADARSH MAHILA MERCNT CO-OP BANK LTD	
ADARSH MAHILA NAGARI SAHAKARI BANK	
ADHYAPAKA CO-OP.BANK LTD.(PATHUPALLY)	
ADILABAD JILLA KENDRA SAHAKARI BANK LTD.	
1 2 3 4 5 6 7 8 9 10 ...	

8. The user will select the bank name as “Not available” and click on search. On clicking the button, the following option will appear:

Bank Name	<input type="text" value="not available"/>	<input type="button" value="Search"/>
Select		
Not Available		

9. The user will select the hyperlink to pre-fill the account as “Not Available”

Scheme Bank Details	
Scheme : *	ZONAL CULTURE CENTRE[0202]
Funding Agency:	I will receive funds from this agency: <input type="text" value="NATS"/>
Bank Name:	<input type="text" value="Not Available"/> Select Bank (Enter minimum 4 characters to search Bank)

10. The user will click on “Branch Name” hyperlink to open the below pop-up

Branch Address	<input type="text"/>	<input type="button" value="Search"/>	Select Branch
Branch list will show only 50 branches in List, you can search your branch by address)			
Branch Name:	<input type="text" value="--- Select Branches ---"/>		

Address:	<input type="text"/>
City:	<input type="text"/>
Pin:	<input type="text"/>
IFSC Code:	<input type="text"/>
MICR Code:	<input type="text"/>
	<input type="button" value="Search"/>
Select	
Not Available [] { NonCBS }	

11. The user will select “Not Available” to pre-fill the branch name as unavailable.

Scheme Bank Details	
Scheme : *	ZONAL CULTURE CENTRE[0202]
Funding Agency:	I will receive funds from this agency: <input type="text" value="NATS"/>
Bank Name:	<input type="text" value="Not Available"/> Select Bank (Enter minimum 4 characters to search Bank)
Branch Address	<input type="text"/> <input type="button" value="Search"/> Select Branch Branch list will show only 50 branches in List, you can search your branch by address)
Branch Name:	<input type="text" value="Not Available [] { NonCBS }"/> Not Available [] { NonCBS }

12. The user will key in a dummy account number which can be alpha numeric in nature. The proposed format for dummy account can be CSS code + 012345. For Eg: If the CSS code for a

scheme is 4138, the dummy account number which can be filled is CSS4138012345. After filling in the dummy account number, the user will click on “Add Bank/Scheme”.

Scheme Bank Details

Scheme : ZONAL CULTURE CENTRE[0202]

Funding Agency: I will receive funds from this agency: NATS

Bank Name: Not Available [Select Bank](#)
(Enter minimum 4 characters to search Bank)

Branch Address: [Search](#) [Select Branch](#)
Branch list will show only 50 branches in List, you can search your branch by address

Branch Name: Not Available [] { NonCBS }
Not Available [] { NonCBS }

Account No: CSS4138012345
(Only accept Alphanumeric values: A to Z, a to z, 0 to 9)

Agency Name as per Branch: Test SPARSH

[Add Bank/ Scheme](#)

Action	Scheme Name	Bank Name	Account No	Agency Name as per Branch	Account Type
✖	ZONAL CULTURE CENTRE[0202]	Not Available Not Available [] { NonCBS }	CSS4138012345	Test SPARSH	

☐ I Accept [Terms and conditions](#).
For any problem in registratoin, please [Contact Us](#)

[Submit](#) [Cancel](#)

13. On clicking “Add Bank/Scheme”, the following form will open, displaying the bank account details in tabular form. The user will select the checkbox – “I Accept Terms and Conditions” and click on submit

[Add Bank/ Scheme](#)

Action	Scheme Name	Bank Name	Account No	Agency Name as per Branch	Account Type
✖	SNA SCHEME 2024[BR265]	NA	NA	NA	SSNA

☐ I Accept [Terms and conditions](#).
For any problem in registratoin, please [Contact Us](#)

[Submit](#) [Cancel](#)

14. On clicking the submit button, the following message will be displayed

Agency Details

Agency saved successfully with Unique code : DLSW00001548 and Agency Name: Test SNA SPARSH_3 For further information contact the fund sanctioning authority in the central ministry

Approval of the newly created Child Implementing Agency

- The Agency Admin will log-in in to PFMS using the existing login credentials and follow the path: Home → Agencies → Approve

SOP for Registration of Scheme & Implementing Agency

Agencies	▶	Approve
EAT MIS Process	▶	Agency Mapping
My Funds	▶	Manage Other Agencies
Transfers	▶	Update Agency Account type

- On clicking the menu, the following table will be displayed where the newly created child agency will be seen as a “hyperlink” with status as “Pending Agency Approval”

Agency Name	Agency Type	Contact Detail	Unique Code	Created By	Created Date	Agency Status
New Test0120	Central Government	test test@gmail.com 24578	DLIN00002815	NATS	13/01/2025	Pending Agency Approval
Test SNA SPARSH_3	Central Government	Test test@gmail.com 26666666	DLSW00001548	NATS	14/01/2025	Pending Agency Approval

- On clicking the hyperlink, the following screen will open where the Parent Agency will be able to view the details of the child agency which were captured. If found to be in order, the parent agency will click on Approve. If not in order, they will “Reject” the entry

New Agency Registration - Approval

Agency Name: Test SNA SPARSH_3

Agency Type: Central Government

Block No./Building/Village/Name Of Premises: Test

Road/Street/Post Office: Test

Area/Locality:

City: Delhi

State: DELHI

District: SOUTH WEST

Pin Code: 110059

Contact Person: Test

Phone: 26666666

Alternate Phone/Mobile No.: 9999999999

Email: test@gmail.com

Unique Agency Code: DLSW00001548

Current Status: Pending Agency Approval

Previous Remarks:

Remarks:

Scheme	Bank Detail	Account No.	Agency Name as per Bank	Current Status	Account Type	Bank Account Type	Bank Status
<input type="checkbox"/> SNA SCHEME 2024-BK265	Not Available	NA	NA	Pending Agency Approval	SNA		

Approve

Reject

Back

- On clicking “Approve”, the following message will be displayed

Agency approved successfully and login details have been sent on registered E-mail Id

Back

Annexure

Mapping of Scheme with Implementing Agency

SNb	State Linked Scheme	Implementing Agency	Implementing Agency Type	Funding Agency
1	New SLS	New IA	Parent	State Government
2	New SLS	New IA	Child	Agency
3	New SLS	Old IA	Parent	State Government
4	New SLS	Old IA	Child	Agency
5	Old SLS	New IA	Parent	State Government
6	Old SLS	New IA	Child	Agency